

Candidate Information Pack

Illawarra Shoalhaven Local Health District

Executive Director Medical Services & Clinical Governance

April 2026

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The Advertisement

The Illawarra Shoalhaven Local Health District (ISLHD) extends south of Sydney, about 250km along this picturesque coastal strip, and provides world class health care to its community of more than 420,000 residents. ISLHD is one of the region's largest employers with a workforce of more than 8,500 across eight hospital sites and more than 58 community health services, and an annual budget of approximately \$1.2 billion. ISLHD has an experienced and established executive and leadership team and a commitment to delivering the very best health outcomes for the communities served. It is a complex, geographically distributed organisation with significant multi-stakeholder involvement across its operations, both centrally and locally.

Due to internal changes, ISLHD is now seeking an outstanding Executive Director Medical Services & Clinical Governance (EDMSCG) to build upon the achievements to date and continue to shape and deliver world class health care services across the District. The EDMSCG will be a key member of the executive leadership team and oversee strategic and operational activities across the LHD.

Reporting to the Chief Executive, the EDMSCG will:

- Work closely with, and advise, the Executive and the Board on all professional medical workforce issues;
- Provide professional leadership of the ISLHD medical workforce and all aspects of clinical governance;
- Support service leaders to implement effective and efficient operational management of clinical services, ensuring that the District delivers high quality care through the provision of clinical excellence and best practice in patient safety;
- Lead the creation and implementation of world class clinical governance and patient safety strategies in partnership with the Executive Director Nursing, Midwifery & Clinical Governance and Executive Director Allied Health;
- Forge collegial relationships across a variety of stakeholders including academic and research partners, community groups, NSW Health and the ISLHD Executive and Board;
- Model a patient centred approach to care with a focus on the total patient experience, ensuring service delivery across the LHD is based on global best practice and reflects the highest standards;
- Lead a large team comprising: Clinical Governance, Hospital Training, Medical Workforce, Pharmacy, Pathology and the hospital based Directors of Medical Services;
- Lead medical and clinical workforce management and continue to build the culture of collaboration and excellence, during an exciting period of growth, investment, redevelopment and change;
- Foster a responsive, future focused and contemporary culture which supports all staff to deliver true excellence.

We are seeking an experienced medical leader who has ideally held an EDMS / DMS / CMO or related leadership role within a comparable health service and who has a track record of leading and driving successful transformation. The person may hold a RACMA Fellowship, we equally value Fellowship from another College. Critical to the person's success will be their proven track record of leading medical workforce and clinical governance teams and initiatives within a complex hospital or health service. The person will demonstrate strong communication and engagement skills and a track record of successfully forging powerful relationships with medical staff, the executive team and the broader clinical community.

This represents an exciting opportunity to support world class healthcare across this thriving and growing community. It also offers the prospect of living in the beautiful and picturesque coastal region of NSW and becoming part of the friendly and community centred culture which the area is renowned for.



About Illawarra Shoalhaven Local Health District

The Illawarra Shoalhaven region is the traditional home of the Dharawal and Yuin nations, who have lived in the region for millennia. Their cultures, laws, ceremonies and connection to the land and waterways are strong and enduring. The region's natural setting is the backdrop to a mix of coastal, urban and rural lifestyles, concentrating residential areas into a narrow strip along the coast extending from Helensburgh in the north to North Durras in the south. The region has over 420,000 residents, living in the Local Government Areas of Wollongong, Kiama, Shellharbour and Shoalhaven.

ISLHD operates Coledale, Bulli, Wollongong and Shellharbour hospitals in the Illawarra, and David Berry, Shoalhaven and Milton Ulladulla hospitals in the Shoalhaven. Community health services operate from approximately 59 locations across the region. ISLHD is one of the region's largest employers with a workforce of more than 8,500 staff and an annual expense budget of over \$1.2 billion. Their focus is unrelenting in the provision of world class care to their community.

The Structure

The Illawarra Shoalhaven Local Health District has been established in accordance with the National Health and Hospital Agreement. Local decision making is at the forefront of how the organisation functions, led by a professional Health District Board and a Chief Executive.

The Illawarra Shoalhaven Local Health District Board is chaired by Mr Chris Bertinshaw with 9 Board Members who bring a wealth of experience and local knowledge to the management of the Local Health District.

The Chief Executive, Margot Mains works closely with the Board to ensure that ISLHD delivers consistently high patient care which is supported by input from clinicians and the local community.

NSW Local Health Districts



Illawarra Shoalhaven Local Health District



Vision, Purpose and Values

Our Vision:

Excellent services, quality partnerships, healthy communities

Our Purpose:

To provide best practice health care and programs that promote the health and wellbeing of people in the Illawarra Shoalhaven.

Our Values:

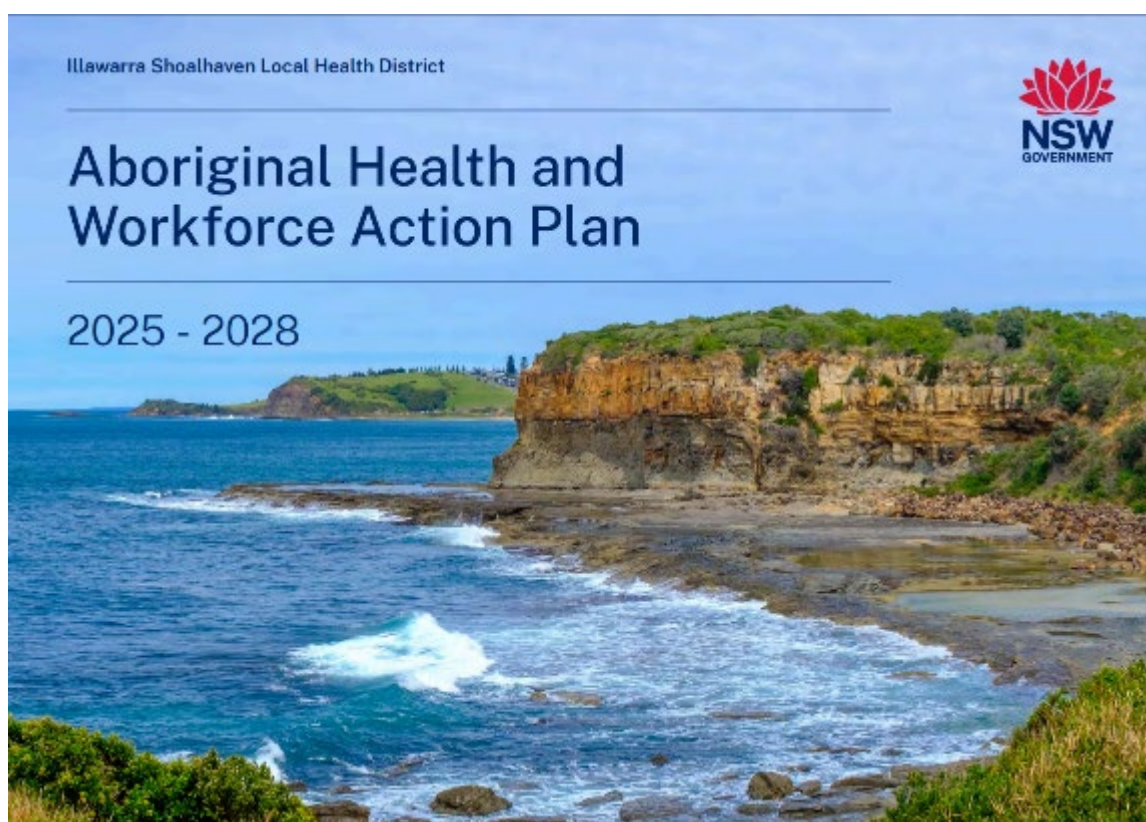
Collaboration, Openness, Respect, Empowerment

Strategic Plans

Please click [here](#) to view the Illawarra Shoalhaven Local Health District Strategic Delivery Plan 2023-2028.



Please click [here](#) to view the Illawarra Shoalhaven Local Health District Aboriginal Health and Workforce Action Plan 2025 – 2028.



Please click [here](#) to view the Future Health: Guiding the next decade of health care in NSW 2022-2032.



Please click [here](#) to view the Illawarra Shoalhaven Local Health District Health Care Services Plan 2020-2030.



ISLHD Executive Team



Margot Mains
Chief Executive



Margaret Martin
Executive Director
Clinical Operations



Dr David Alcorn
Acting Executive Director
Medical Services & Clinical Governance



Julie Carter
Executive Director
Integrated Community Services
& Mental Health



Barb Crawford
Executive Director Nursing,
Midwifery & Clinical Governance



Kelly Stehr
Executive Director People & Culture



Lou Fox
Executive Director
Strategic Projects and Aged Care



Joanne Goulding
Executive Director Aboriginal Health
& Workforce



Mark Garrick
Executive Director Strategy,
Risk, Planning & Performance



Sue Harris
Executive Director
Infrastructure & Assets



Peter Shiells
Executive Director Digital
Health (CIO)



Allison Ferguson
Executive Director Allied Health



Ketan Thakkar
Executive Director Finance &
Corporate Services



Dr Elaine Pretorius
Illawarra Hospital Group
Acting General Manager



Frank Bazik
Shoalhaven Hospital Group
General Manager

POSITION DESCRIPTION

ISLHD - Executive Director Medical Services and Clinical Governance

Our CORE values
Collaboration Openness Respect Empowerment



Organisation	NSW Health
Local Health District / Agency	Illawarra Shoalhaven Local Health District
Position Classification	Staff Specialist
State Award	Staff Specialists (State) Award
Category	Specialist Medical & Dental Practitioner Medical Director
Website	www.islhd.health.nsw.gov.au/

PRIMARY PURPOSE

The Executive Director Medical Services and Clinical Governance (EDMSCG) is a key member of the District's Executive Team and provides professional leadership of the District's medical workforce and clinical service standards. The role supports service leaders to implement effective and efficient operational management of clinical services to ensure that the District delivers high quality care through the provision of clinical excellence and best practice in patient safety.

The EDMSCG oversees the LHD's team of Directors of Medical Services, the Medical Workforce function and leads clinical governance across the District. The EDMSCG also provides oversight to clinical service leads including Pharmacy and Clinical Governance.

The EDMSCG reports directly to the Chief Executive.

RESPIRATOR USE

NSW Health workers may be required to use a respirator, as part of their appointment with NSW Health. Where a respirator is required for use, workers will be instructed in their safe use; including donning, doffing and fit checking. Staff may be required to complete fit testing to selected respirator/s to assess their facial fit/seal.

At all times when a health worker is required to use a respirator, the health worker must not have any facial hair present. Processes are in place to support workers that need to keep facial hair due to religious observance requirements and/ or health conditions.

KEY ACCOUNTABILITIES

Medical Leadership

- Ensure that statewide medical strategies, standards and practices are implemented effectively across the District.
- Working closely with the Executive Director, Strategy, Risk and Performance and Head of Legal, ensure the medico-legal function operates effectively and that any medico-legal claim made against the District is appropriately managed.

POSITION DESCRIPTION

ISLHD - Executive Director Medical Services and Clinical Governance

- Working closely with Executive Director Nursing and Midwifery and Clinical Governance (EDNMCG) & Executive Director Allied Health (EDAH) to ensure that contemporary, benchmarked state, national & international 'best practice' standards are applied to all aspects of a patient journey across the District.
- Foster a values-based culture of patient-centred, best practice, innovation and continuous improvement within clinical services.
- Advocate for the development and effective implementation of Aboriginal health improvement strategies within the medical staff cohort, and monitor effectiveness of those strategies.

Medical Workforce

- Provide high level expert advice to the Chief Executive, Core Executive and Strategic Executive as well as the ISLHD Board as required on all medical workforce matters, including workforce professional development and professional competency, appointment, performance and grievance management, workforce planning and strategy, complaints and industrial matters.
- Ensure effective engagement of clinical staff to encourage collaborative relationships, open discussion, respectful conduct and decision-making empowerment in support of improved patient safety and financial efficiency.
- Ensure effective strategic and operational management of the Medical Workforce Unit, including accountability for the systems and processes for managing medical officer appointments, professional practice, education and training, safety and wellbeing, planning, deployment and rostering.
- Ensure effective relationships with Universities, Colleges, Specialist Associations, Health Education and Training Institute and the Ministry of Health to facilitate positive outcomes on all senior and junior medical staff strategic issues including medical staff welfare.

Clinical Governance and Patient Safety

- Partnering with the EDNMCG and the EDAH, the EDMSCG:
- Provides strategic leadership of all clinical governance matters, including leading patient safety and clinical excellence through the implementation of clinical quality and safety programs across the District.
- Ensures effective and productive partnerships with consumers to promote engagement and co design in clinical governance and patient safety strategies.
- Ensures effective administration of the NSW Health Incident Information and Management System (IIMS) within the Local Health District and lead the investigation of specific clinical complaints as required.
- Provides high level expert advice to the Chief Executive and District Executive on all clinical governance matters, including quality, accreditation, medico-legal function, incident management and patient safety.
- Leads the development and implementation of the District's Clinical Governance Strategic Plan, including monitoring and reporting against the plan.
- Leads the effective implementation of the national health standards through the Australian Council on Healthcare Standards (ACHS).

KEY CHALLENGES

- As a member of the LHD Executive leading and managing the change agenda across a large clinical leadership, clinical management and clinical service delivery workforce.
- Engaging and enhancing clinician leadership, involvement in LHD decision-making and development of medical workforce culture.
- Driving ongoing improvements in clinical quality and safety performance.

POSITION DESCRIPTION

ISLHD - Executive Director Medical Services and Clinical Governance

KEY RELATIONSHIPS	
Who	Why
Chief Executive Officer	To provide the Chief Executive with information, reports and recommendations regarding the LHDs objectives for which the position has lead accountability.
Executive Directors in the Core Executive	Partnering in the strategic leadership of clinical governance across the District to support the Core Executive to provide effective, appropriate, safe, quality & cost-effective healthcare to the residents of the District.
General Managers & Clinical Directors	Actively engage with members of the Strategic Executive to ensure the most appropriate & effective care is provided to patients, supporting families & staff across the District by ensuring alignment of services, programs, and business systems and processes with the LHDs objectives for which the position has lead accountability.
Other Key Stakeholders	Actively engage with, and respond to, universities, recognised experts, community groups, committees and other key internal & external stakeholders' to ensure alignment of services; programs; and systems and processes with the LHDs objectives for which position has lead accountability.
Employee / Employer Organisations	As required, liaise with the relevant industrial groups to ensure industrial harmony in the workplace.
Ministry of Health & Pillars	Actively engage with, and respond to, relevant Officers in the MoH and Pillars to ensure the alignment of services, programs, and business systems & processes with the LHDs objectives for which the position has lead accountability.

SELECTION CRITERIA

1. Registered as a Medical Practitioner (MBBS) with the Australian Health Practitioner Regulation Agency (AHPRA). Relevant post graduate qualifications or equivalent experience in management. Fellowship of the Royal Australasian College of Medical Administrators is highly desirable.
2. Demonstrated experience at an executive/senior level in leading a culture of professional medical administration and governance, inclusive of issues relating to medical workforce, medical professional practice, clinical governance, clinical ethics, clinical teaching, and clinical leadership.
3. Demonstrated high level of competence in interpersonal skills, consultation and effective communication with staff of the Health Service, including all Medical staff at all levels, professional organisations, medical associates, medical colleges and University medical schools, gained in a public health setting.
4. Demonstrated ability and experience in clinical strategies planning and clinical leadership for the provision of programs and services consistent with the responsibilities of the position.
5. Demonstrated ability to lead and manage staff in line with quality human resource management practices including employment equity, anti-discrimination, work health and safety and ethical behaviour with a demonstrated commitment to their implementation.
6. Current unencumbered Drivers' License.

POSITION DESCRIPTION

ISLHD - Executive Director Medical Services and Clinical Governance

OTHER REQUIREMENTS

Committees

- Co-chair and lead the Clinical Governance Council, the District's peak committee for quality and safety matters, ensuring its effective development.
- Co-chair the District's Executive Accreditation Steering Committee.
- Chief Executive representative on the District's Medical and Dental Appointments Advisory Committee, including its credentials sub-committee.
- Executive representative on the Research Management Committee.
- Executive Sponsor of the Board's Health Care Quality Committee.

Decision making

- The position has day to day autonomy in directing and managing policy and operational decisions for the above functions in the LHD.
- Decisions related to resource deployment outside of the operational budget allocation are referred to the Chief Executive of the ISLHD.

Reporting line

- Reports to Chief Executive

Direct reports

- The DMS group, Director Clinical Governance, District Director Medical Workforce, Director Hospital Training and Director Pharmacy.

Budget/Expenditure

- ISLHD Delegations Manual

Highly Desirable Qualifications

- Fellowship of the Royal Australian College of Medical Administrators (FRACMA)

POSITION DESCRIPTION






ISLHD - Executive Director Medical Services and Clinical Governance

CAPABILITIES FOR THE ROLE

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available via the [Public Service Commission website](#).

Capability Summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Advanced
	Act with Integrity	Advanced
	Manage Self	Advanced
	Value Diversity and Inclusion	Adept
 Relationships	Communicate Effectively	Advanced
	Commit to Customer Service	Highly Advanced
	Work Collaboratively	Highly Advanced
	Influence and Negotiate	Advanced
 Results	Deliver Results	Advanced
	Plan and Prioritise	Adept
	Think and Solve Problems	Highly Advanced
	Demonstrate Accountability	Advanced
 Business Enablers	Finance	Adept
	Technology	Adept
	Procurement and Contract Management	Adept
	Project Management	Adept
 People Management	Manage and Develop People	Advanced
	Inspire Direction and Purpose	Highly Advanced
	Optimise Business Outcomes	Advanced
	Manage Reform and Change	Advanced

POSITION DESCRIPTION

ISLHD - Executive Director Medical Services and Clinical Governance

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Advanced	<ul style="list-style-type: none"> Act as a professional role model for colleagues, set high personal goals and take pride in their achievement Actively seek, reflect and act on feedback on own performance Translate negative feedback into an opportunity to improve Demonstrate a strong interest in new knowledge and emerging practices relevant to the organisation Take the initiative and act in a decisive way
Relationships Communicate Effectively	Advanced	<ul style="list-style-type: none"> Present with credibility, engage diverse audiences and test levels of understanding Translate technical and complex information clearly and concisely for diverse audiences Create opportunities for others to contribute to discussion and debate Contribute to and promote information sharing across the organisation Manage complex communications that involve understanding and responding to multiple and divergent viewpoints Explore creative ways to engage diverse audiences and communicate information Adjust style and approach to optimise outcomes Write fluently and persuasively in plain English and in a range of styles and formats
Relationships Commit to Customer Service	Highly Advanced	<ul style="list-style-type: none"> Create a culture that embraces high-quality customer service across the organisation, ensuring that management systems and processes drive service delivery outcomes Engage and negotiate with stakeholders on strategic issues related to government policy, standards of customer service and accessibility, and provide expert, influential advice Ensure that responsiveness to customer needs is central to the organisation's strategic planning processes Set overall performance standards for service delivery across the organisation and monitor compliance
Relationships Influence and Negotiate	Advanced	<ul style="list-style-type: none"> Influence others with a fair and considered approach and present persuasive counter-arguments Work towards mutually beneficial 'win-win' outcomes Show sensitivity and understanding in resolving acute and complex conflicts and differences Identify key stakeholders and gain their support in advance

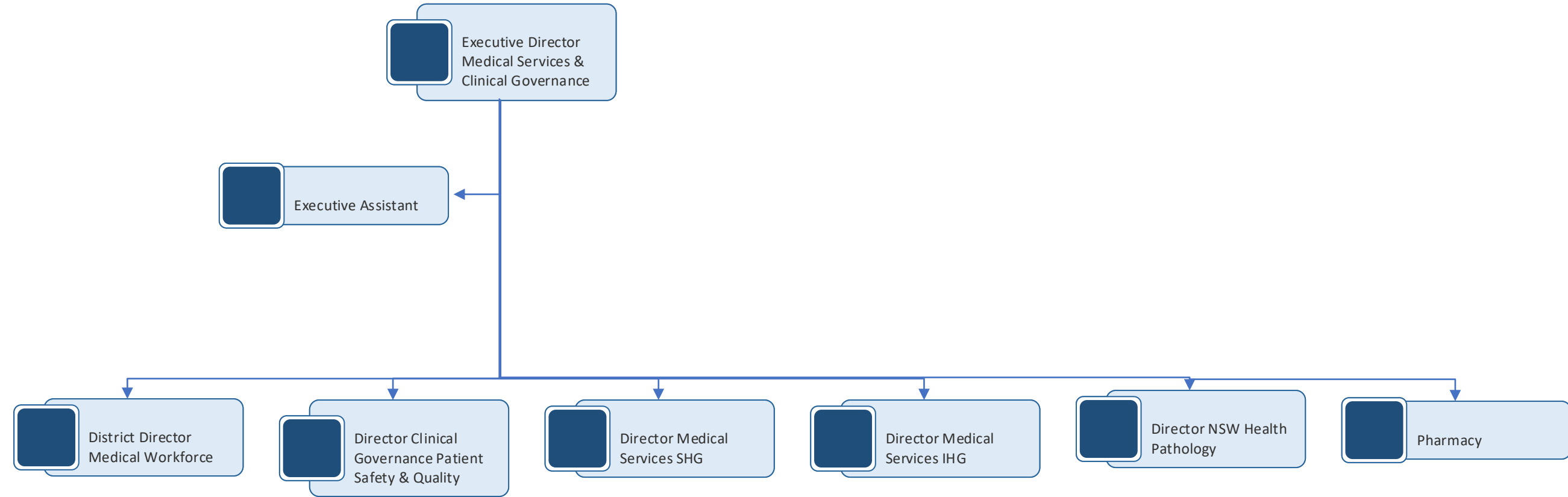
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ISLHD - Executive Director Medical Services and Clinical Governance

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
		<ul style="list-style-type: none"> Establish a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromise Anticipate and minimise conflict within the organisation and with external stakeholders
Results Think and Solve Problems	Highly Advanced	<ul style="list-style-type: none"> Establish and promote a culture that encourages innovation and initiative and emphasises the value of continuous improvement Engage in high-level critical analysis of a wide range of complex information and formulate effective responses to critical policy issues Identify and evaluate organisation-wide implications when considering proposed solutions to issues Apply lateral thinking and develop innovative solutions that have a long-lasting, organisation-wide impact Ensure effective governance systems are in place to guarantee quality analysis, research and reform
People Management Manage and Develop People	Advanced	<ul style="list-style-type: none"> Refine roles and responsibilities over time to achieve better business outcomes Recognise talent, develop team capability and undertake succession planning Coach and mentor staff and encourage professional development and continuous learning Prioritise addressing and resolving team and individual performance issues and ensure that this approach is cascaded throughout the organisation Implement performance development frameworks to align workforce capability with the organisation's current and future priorities and objectives
People Management Inspire Direction and Purpose	Highly Advanced	<ul style="list-style-type: none"> Champion the organisational vision and strategy, and communicate the way forward Create a culture of confidence and trust in future direction Generate enthusiasm and commitment to goals and cascade understanding throughout the organisation Communicate the parameters and expectations surrounding organisational strategies Celebrate organisational success and high performance and engage in activities to maintain morale

Organisational Chart

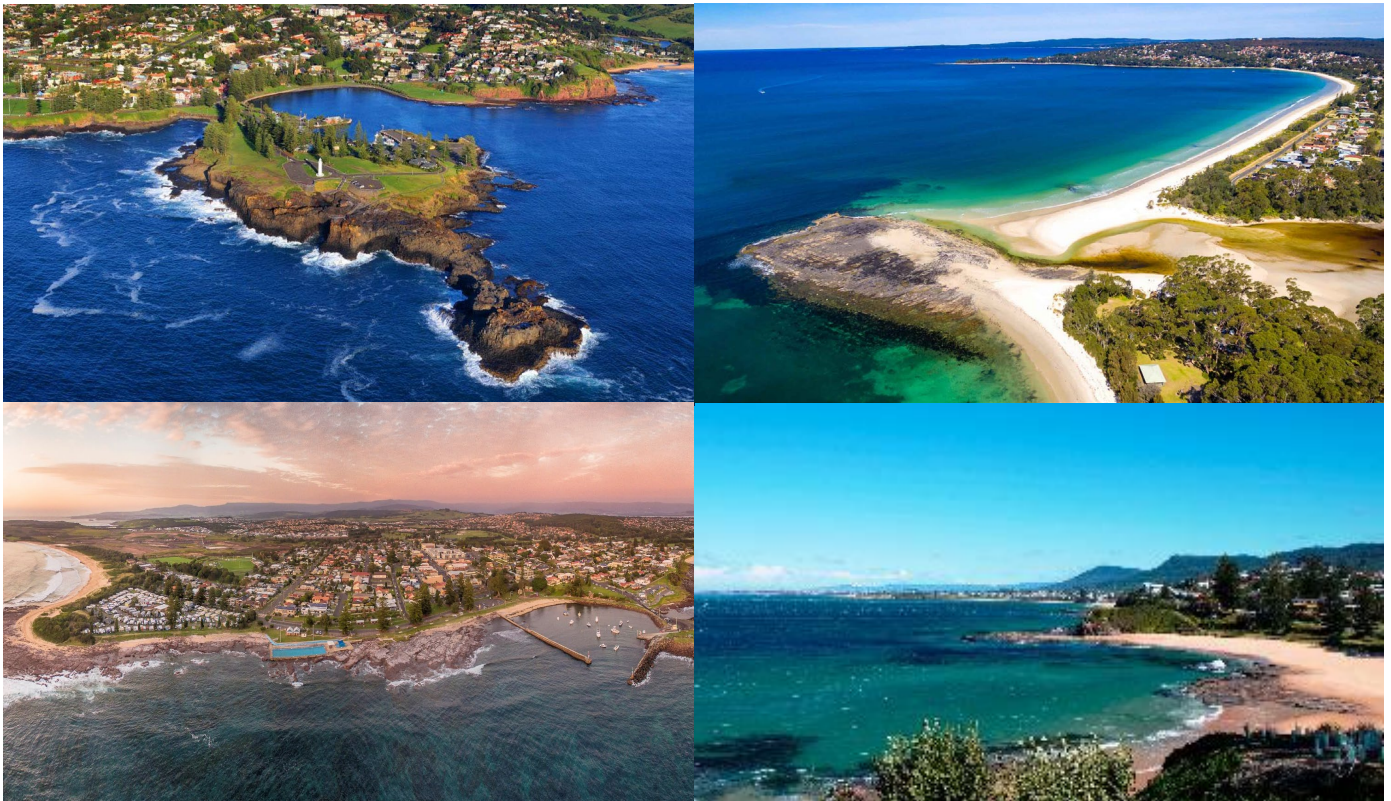


Living in the Illawarra Region

The Illawarra region, which is framed by a spectacular escarpment and is home to part of the Sydney Drinking Water Catchment Area, is considered one of the most picturesque coastal areas in Australia. It has excellent transport and infrastructure, first-rate schools and health services, reasonable property prices and is situated immediately South of Sydney. The region has rich natural resources, including coal and minerals and supports traditional mining and manufacturing sectors

The major urban centres of Kiama, Nowra, Shellharbour, and Wollongong provide residents with access to quality services, housing, and employment options. Towns and villages including Berry and Kangaroo Valley are prime tourist hotspots featuring rolling agricultural landscapes and dairy industries. The high quality of lifestyle is a major attraction for the increasing numbers who are moving to the area.

We have included some weblinks at the end of this document which highlight more about the area.



Living in the Illawarra Region - Links

- <http://www.visitnsw.com/destinations/south-coast/wollongong-and-surrounds/wollongong>
- <https://www.wollongong.nsw.gov.au/visitor-home>
- <https://www.southcoast.com.au/illawarra/>

Useful Links and Contact Information

For additional information about the organisation, please see links below:

Illawarra Shoalhaven Local Health District - Links

- <https://www.islhd.health.nsw.gov.au/>
- <https://www.islhd.health.nsw.gov.au/about-us>
- <https://www.islhd.health.nsw.gov.au/hospitals>
- <https://www.islhd.health.nsw.gov.au/services-clinics>
- <https://www.islhd.health.nsw.gov.au/your-career>
- <https://www.islhd.health.nsw.gov.au/get-involved>
- <https://www.islhd.health.nsw.gov.au/research>
- <https://www.islhd.health.nsw.gov.au/get-involved/make-donation>
- <https://www.islhd.health.nsw.gov.au/about-us/contact>



The Application and Selection Process



Rob Macmillan – Partner Health, Derwent

Rob is a Partner in our health practice and works with not for profit, public and private hospital, health, aged care, disability and associated organisations in the sourcing of their executive leadership talent.

He has developed extensive networks, both nationally and internationally, and works closely with his clients to deeply understand their requirements; he then works with his team to engage with and attract the very best talent.

He balances a busy work life with his young family and his passion for competitive yacht racing, having competed in five recent Sydney to Hobart yacht races.

Rob graduated from Warwick University in the UK with a BA (Hons) Politics and International Relations.

Candidate Care

We are committed to ensuring that potential applicants and candidates are treated respectfully and fairly. Derwent consultants are available to manage inquiries and ensure that applicants are informed about developments as they become available. Candidates who are shortlisted and complete assessments including interviews will be offered a feedback session to discuss their experience and the assessment results.

Location

The person appointed will spend time across the District and there is flexibility therefore on where the person will be based or choose to live. The District headquarters are located in Warrawong, just outside Wollongong and this will be one of the key locations of the role.

To Apply

To apply, please go to <https://www.derwentsearch.com.au/job-results#OurOpportunities> and submit your application. You are requested to submit your CV and a covering letter, including a short statement (no more than two pages) in response to the two targeted questions below:

- Please describe an example in which you led a significant cultural transformation across a complex medical workforce setting. What were the key challenges and how did you define and measure success?
- Describe a recent example which demonstrates how you coach your team, build capability and elevate the performance of the team, sharing what elements of your management style helped you achieve this?

For further information

If you have any questions about this opportunity, please contact Rob Macmillan, Partner Health, Derwent Search on 0421 593 535 or healthservices@derwentsearch.com.au

Timeline

- Interviews with Derwent will take place in April / early May.
- Interviews with Illawarra Shoalhaven Local Health District will take place in May.
- Offer and acceptance anticipated late May / early June.

Reference checks, pre-employment verification and background checks

For candidates in final consideration, at least two referees will be contacted with permission before a formal written offer is made. Any written references provided will also be checked and additional referees may be sought to further understand a candidate's merits for the role. Additionally, any offer will be subject to some or all of the following checks: Academic Qualification Check; Professional Membership Check; Criminal History and Working with Children Check.

Thank you for your interest in Illawarra Shoalhaven Local Health District

Closing date for applications: Thursday 7th May